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VZCZCXRO7046
RR RUEHIK
DE RUEHC #1689/01 0352123
ZNR UUUUU ZZH
R 042116Z FEB 10
FM SECSTATE WASHDC
TO ALL DIPLOMATIC AND CONSULAR POSTS COLLECTIVE
RUEHTRO/AMEMBASSY TRIPOLI 2621
RUEHRY/AMEMBASSY CONAKRY 3471
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UNCLAS SECTION 01 OF 02 STATE 011689

SIPDIS

E.O. 12958: N/A
TAGS: <u>ATRN</u> <u>AMGT</u> <u>APER</u> <u>KSEP</u>
SUBJECT: Manadatory use of the Secure Integrated Logistics
Management System (S-ILMS) for Secure Procurement

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¶1.   SUMMARY. The Secure Integrated Logistics Management
System (S-ILMS) is replacing the Department of State's old
cable-based method of ordering items for classified areas.
Using S-ILMS eliminates the need to send cables, automatically
masks sensitive data, does away with duplicate data entry, and
streamlines the secure process for post, the Office of
Acquisitions Management (AQM) and the Overseas Building
Operations (OBO) using an automated workflow. It has been
successfully deployed and is used by 196 posts. In order to
achieve maximum efficiency and strategic sourcing, the
Department wishes to mandate the use of S-ILMS by February 28,
¶2010. As of March 1, 2010, neither AQM's ITCOM branch nor
OBO's Overseas Office Furniture Program will accept classified
cables as a method of ordering supplies. The Office of
Logistics Management (A/LM) will help with training and reach
out to the remaining posts that are not yet using S-ILMS for
implementation. END SUMMARY.

WHAT IS S-ILMS?

¶2.   The Department is adopting enterprise-wide applications
for all key business processes. For our overseas posts, S-
ILMS has been designated as a required enterprise system for
management operations. The Secure Integrated Logistics
Management System (S-ILMS) replaces the Department of State's
old cable-based method of ordering items for classified areas.
S-ILMS is a ClassNet-based procurement and status tracking
application. It connects posts directly with the acquisition
office in Washington and the secure warehouses that will ship
their items. It ensures that all the fiscal data provided by
post is correct before the order is sent to Washington.

BENEFITS TO POSTS

¶3.   The move to S-ILMS will bring with it increased accuracy,
security, and visibility of procurements to posts. Use of S-
ILMS eliminates the need to send cables, automatically masks
sensitive data, does away with duplicate data entry, and
streamlines the secure process for both Post and AQM/OBO using
an automated workflow. S-ILMS also validates fiscal data to
ensure orders will be processed quickly and correctly in
Washington. With S-ILMS, Posts acquire the ability to track
all orders from request to delivery and to maintain electronic
records.

DEPLOYMENT

¶4.   This message mandates the use of S-ILMS for all secure
orders that are procured through AQM and OBO from Posts.
Beginning March 1, 2010, AQM and OBO will return any orders

not sent through S-ILMS. S-ILMS is currently in use at over
190 posts worldwide. Only posts that submit secure procurement
requests must deploy S-ILMS. Since S-ILMS is accessed via the
classified network and is a fully online application, no
software is installed at Post.

EXCEPTIONS FOR OBO CUSTOM ORDERS

¶5. OBO processes two types of furniture orders: custom
designed furniture and those directly from the Overseas Office
Furniture Program (OOFP) catalog. S-ILMS is mandated for
furniture orders from the OOFP catalog. Custom designed
furniture orders requiring assistance from OBO should be
ordered through classified cable, as described in the OOFP
catalog.

TRAINING

¶6. Training is available on OpenNet through a series of short
videos and training materials available on the A/LM website.
They are always accessible to ensure posts are able to
complete their orders quickly and efficiently. The training
is available at
http://lm.a.state.gov/ilms/index.cfm?fa=dsp_u ser_ILMSTraining.
If you have questions about the system, your post's
configuration, or need assistance with requests, please

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contact the ILMS Customer Support Desk at ilms@state.gov
(OpenNet) or at SILMSmailbox@state.gov (ClassNet). The ILMS
Customer Support Desk can schedule remote training classes for
posts that need additional support.

¶7. Any post without S-ILMS, or unsure if they have S-ILMS, is
encouraged to contact the ILMS team at either ilms@state.gov
(OpenNet) or SILMSMailbox@state.gov (ClassNet) to ensure that
they will be able to continue to request secure procurements.

¶8. Minimize Considered.
CLINTON